Birth Registration Handbook Overview

California Department of Public Health
Vital Records Registration Branch
Birth Data Quality Workshop

Handbook Sections

- Introduction
- The Certificate of Live Birth
- Other Types of Birth Registration
- Amendments
- Certified Copies
- Access to Vital Records
- Verification of Records
- Fees
- Appendices
  - Vital Statistics Forms
  - Sample Occupation Table
  - Sample Business/ Industry Table
  - Guidelines for Out-of-Hospital Birth Registration

Introduction Section

- History of Vital Records
- Purpose of the Vital Records System
- Role of the State Registrar
- Role of the Local Registrar
- Role of the National Center for Health Statistics (NCHS)
- Procedures to Follow When a County Health Officer Leaves

Certificate of Live Birth Section

- Requirements for Completing the Birth Certificate
  - All persons shall supply information they have for any live birth.
  - Must use the 26 alphabetical characters of the English language. Diacritical marks not accepted.
- Responsibilities of the Hospital Administrator
  - Prepare, obtain required signatures, and ensure timely registration.

Certificate of Live Birth Section – cont.

- Public Information on the Certificate
  - This Child
  - Place of Birth
  - Father/Parent of Child
  - Mother/Parent of Child
  - Informant Certification
  - Certification of Birth
  - Local Registrar

Certificate of Live Birth Section – cont.

- Confidential Information for Public Health Use
  - Medical Data
  - Electronic Items
  - Newborn Automatic Number Assignment (NANA) Information

Other Types of Birth Registration Section

- Certificate of Finding of Unknown Child/Safe Surrender (VS 136)
- Registration of Surrogate Births
- Delayed Registration of Birth (VS 85)
- Court Order Delayed Registration of Birth (VS 108)
- Out-of-Hospital Birth Registration

Questions?

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